

2017 COMMERCIAL APPEAL FORM



Lake County Board of Review
18 North County Street 7th Floor
Waukegan, IL 60085-4335
Telephone: (847) 377-2100

Official Use Only

Appeal Number: _____

Owner's Name:	NOTICE OF HEARING AND FINDING TO BE MAILED TO:
Township:	Owner's Name
PIN(S):	Attorney:
Property Address	Mailing Address:
City/Village:	City, State, ZIP:
Email Address:	Email Address:

Property Type: _____ Commercial _____ Industrial _____ Vacant Land _____ Owner-Occupied _____ Leased

The current assessment is:	The assessment should be (Required Information):
Land:	Land:
Building:	Building:
Total:	Total:

Land Size: _____ Building Size: _____ Purchase Date: _____ Purchase Price: _____

Is this property listed for sale? Yes _____ No _____ Asking Price _____

Please note: Taxpayers are advised to discuss their real estate assessments with their Township Assessor's Office prior to filing an appeal to the Board. Many times the reason for the assessment can be made clear or any errors in the property record card can be corrected through the local assessor's office without filing an appeal to the Board.

Please check the reason(s) for this appeal:

- _____ 1. The Assessment is based on a Factual Error (e.g. incorrect square footage).
See the Board's 2017 Rules, Section IV A, and call your assessor's office to request a field inspection of the subject property.
- _____ 2. The Assessment is Greater than 1/3 of the Subject Property's Recent Sale Price.
See the Board's 2017 Rules, Section IV B, and submit the signed Settlement Statement/Closing Disclosures **and** the recorded Illinois Real Estate Transfer Declaration (PTAX-203).
- _____ 3. The Assessment is Greater than 1/3 of Fair Cash Value.
See the Board's 2017 Rules, Section IV C, and submit an appraisal or other acceptable evidence of Fair Cash Value, valuing the Subject Property as of January 1, 2017.
If applicable, please check: Appraisal attached _____ or Appraisal forthcoming _____
- _____ 4. The Assessment is Higher than the Assessment of Comparable Properties.
See the Board's 2017 Rules, Section IV D.
- _____ 5. Other (e.g., matter of law). See the Board's 2017 Rules, Section IV E, and attach an explanation. _____ Vacancy _____ Income Approach

This property has pending appeal with the Illinois Property Tax Appeal Board _____ 2016 _____ 2015 _____ 2014 _____ Stipulation Reached

Please check ONE option below:

- _____ 1. I am requesting that the Board decide this appeal based on the information provided herein. I will not appear in person nor telephone.
- _____ 2. I wish to **telephone** the Board. Please notify me of my designated date and time to call.
- _____ 3. I wish to appear **in person**. Please notify me of my designated hearing date and time.

Submit one (1) original of this form and all evidence in one complete set to the Board of Review at the address shown above within thirty (30) days of the township assessment publication in the local newspaper. Please **do not staple** any documents. **Use paper clips** instead of staples. Assessors are to make their evidence available by email or U.S. mail to each appellant five (5) days prior to the scheduled hearing.

Owner's Signature: _____ Daytime Phone: _____ Email Address: _____

Attorney's Signature: _____ Daytime Phone: _____ Email Address: _____

Attorney Registration & Disciplinary Commission #: _____

For the Board's 2017 Rules and additional information, visit the website: boardofreview.lakecountyil.gov